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**From:** SCHOOL FINANCE [INBOX]  
**Sent:** Monday, June 09, 2008 3:31 PM  
**Subject:** STaR Team SAIS Bulletin No 15 (FY08)

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Arizona Department of Education  
System Training and Response (STaR) Team  
<http://www.ade.az.gov/schoolfinance/star>

STaR Team Bulletin No. 15 (FY08) – Reclassifying English Language Learners as Proficient in English  
Monday, June 9, 2008

This bulletin serves to review SAIS data submission requirements when English Language Learners are reclassified as proficient in English.

Normally, two SAIS transactions are required when a student is reclassified Fluent English Proficient.

1. Transaction 12 – Student Assessment, including the date each sub–portion of the assessment was administered, sub–portion scaled scores, sub–portion proficiency levels, the overall scaled score, an overall proficiency level of “Proficient” (code in SAIS = {P}) and an overall assessment result of “Reclassified Fluent English Proficient” (code in SAIS = {3}) must be submitted to and successfully processed in SAIS.
2. Transaction 13 – Language Program Participation, including the date the student exited from the ELL program and program exit reason “Reclassified as Fluent English Proficient by Reassessment” (code in SAIS = {1}) must be submitted to and successfully processed in SAIS.

If a student is new to a district or charter school and participated in an ELL program in another school and is found to be proficient when first assessed at his/her new school it is likely that only Transaction 12 (Student Assessment) will be submitted to SAIS. In such cases the overall assessment result would be correctly submitted as “Reclassified Fluent English Proficient.” There would be no cause to submit program exit data unless the student actually participated in an ELL program at his/her new school.

*Whenever you have immediate need for assistance with specific issues related to SAIS, please visit our web site at <http://www.ade.az.gov/schoolfinance/star/> and click on "Request for SAIS Training and Assistance."*